

**IDENTIFICATION REQUIREMENTS FOR
AN ORIGINAL DRIVER LICENSE OR PERSONAL IDENTIFICATION CARD**

Every individual applying for an original driver license, temporary instruction permit, or personal identification card must present acceptable identification documents for proof of name and date of birth. Any identification document presented is subject to approval by Department of State personnel. When necessary, additional identification documents may be required. Individuals under the age of 18 must successfully complete a driver education course and have parental consent before receiving their Level 1 or Level 2 license.

PHOTOCOPIES OR FACSIMILES OF DOCUMENTS ARE NOT ACCEPTABLE.

Persons under the age of 18 -- Must present a single document from the Primary Group shown below.

Persons 18 years old or older -- Must present three documents from this list. At least one document must be from the Primary Group shown below. The other two documents may be from either the Primary or Secondary Group shown below.

PRIMARY GROUP

**PRIMARY GROUP DOCUMENTS MUST SHOW THE APPLICANT'S FULL NAME AND DATE OF BIRTH.
EXPIRED DOCUMENTS MAY BE ACCEPTED IF THE DOCUMENTS ARE AUTHENTIC AND STILL
REPRESENT THE APPLICANT.**

1. A *certified* full-size or wallet-size birth certificate, *issued by a U.S. (including American Samoa, Guam, Northern Marianas Islands, Puerto Rico, and the U.S. Virgin Islands) or Canadian governmental unit.* The document must have a raised seal or be a true copy. **HOSPITAL BIRTH CERTIFICATES ARE NOT ACCEPTABLE.**
2. A photo *U.S. military* identification card (DD-2).
3. A photo *U.S. military* dependent identification card (DD-1173 or DD-1173-1).
4. An *out-of-state or Canadian* driver license or identification card with a photo.
5. A *U.S. or Canadian* passport.
6. If you were born in a foreign country, the following may be used:
 - a. Resident Alien Card/Permanent Resident Card (INS Form I-551), or
 - b. Certificate of U.S. Naturalization (N-550 or N-570), or
 - c. Certificate of U.S. Citizenship (N-560 or N-561), or
 - d. Employment Authorization Document (INS Form I-688B or I-766), or
 - e. Passport *with a translation of the passport into English.* See the back of this form for information about translations.

SECONDARY GROUP

1. A driver license from another country (other than Canada) *with a translation of the license into English.* See the back of this form for information about translations. (An International Driving Permit is **not** an acceptable identity document and is **not** an acceptable translation of a driver license from another country.)
2. A birth certificate, marriage license, or divorce decree from another country, *with a translation of the document into English.* See the back of this form for information about translations.
3. A *U.S. Department of State* non-immigrant visa.
4. A title or registration *from Michigan or another state.*
5. A marriage license *from Michigan or another state.* The document must have a raised seal or be a true copy.
6. A divorce decree *from Michigan or another state.* The document must have a raised seal or be a true copy.
7. An order for a name change from a court within the U.S. The document must have a raised seal or be a true copy.
8. A photo identification card *issued by a Michigan governmental agency.* **Prison ID cards are not acceptable.**
9. A *certified* birth certificate (for a child) showing the applicant as a parent. The document must have a raised seal or be a true copy.
10. A *Michigan* driver education certificate.
11. A non-photo *out-of-state or Canadian* driver license.
12. *Michigan* adoption record. The document must have a court seal or be a true copy.
13. School identification card with photo, school records, diploma, yearbook, etc., *from a U.S. school, college, or university.* (No more than two documents may be used.) The applicant must provide the school's name and telephone number, as well as the city and state where the school is located.
14. *U.S. military* discharge or separation documents (DD-214, etc.).

TO OBTAIN CERTIFIED COPIES OF BIRTH, MARRIAGE, OR DIVORCE DOCUMENTS

Birth Records, Marriage Licenses, Divorce Decrees:

- **Michigan:** Contact the registrar in the county where the person was born, married, the divorce was granted or the Michigan Department of Community Health at (517) 335-8656.
- **Other States:** Contact a central records agency in the state, county, or parish where the person was born, married, or the divorce was granted.
- **Other Countries:** Contact the Embassy representing the country in which the person was born.

INFORMATION REQUIRED - TRANSLATION OF A PASSPORT, DRIVER LICENSE, BIRTH CERTIFICATE, MARRIAGE LICENSE, OR DIVORCE DECREE FROM ANOTHER COUNTRY

A passport, driver license, birth certificate, marriage license, or divorce decree from another country may be accepted as an identity document when applying for a Michigan driver license or personal identification card. However, if the information that appears on the passport, driver license, birth certificate, marriage license, or divorce decree is not written or printed in English, a translation must be provided. *NOTE:* It is not necessary to obtain a separate translation for a passport, driver license, birth certificate, marriage license, or divorce decree from another country that has English subheadings. The subheadings must be part of the passport, driver license, birth certificate, marriage license, or divorce decree either below or beside the non-English words.

Translations from an agency located in the United States or any other country are acceptable, if they provide the required information.

An acceptable translation must be from a college, university, community agency, attorney, governmental agency that provides translation services (such as the embassy or consulate of the person's country), or a translation-related business. A translation-related business translates foreign language documents as a core business function. (*Travel agencies, grocery stores, dry cleaners, etc., do not meet the definition of a translation-related business.*) Acceptable translations must also be on the letterhead stationery of the agency that employs the translator. The translation must include all of the following:

1. The address of the agency that employs the translator.
2. The date the translation was prepared.
3. The following information:
 - **For a passport** - All information found on the so-called "biodata" page that contains items such as the applicant's full name, date of birth, and the name of the country that issued the passport.
 - **For a driver license** - The applicant's full name, date of birth, the country that issued the driver license, the date the driver license was issued, the type of driver license issued, and the driver license expiration date.
 - **For a birth certificate, marriage license, or divorce decree** - All information items found on the document, including the information that appears on any seal, and the name of the country that issued the document.
4. A translation of the letterhead that appears on the agency's stationery, if that information is not printed in English.
5. The printed name of the person who prepared the translation. The printed name must be legible.
6. The signature of the person who prepared the translation.
7. A daytime telephone number where the translator may be reached, if that becomes necessary.

Translators are not certified by the Department (as are interpreters) and do not need to be on a translator list.

Translations do not need to be notarized.